

**MADISON COUNTY PLANNING BOARD
MEETING MINUTES
Madison County Administration Building, Public Meeting Room
05/24/2021**

1. Call to Order: 5:38 P.M. by President Darlene Tussing

2. Roll Call:

Members Present: Darlene Tussing, David Laufenberg, April Gerth, Rita Owens and Laurie Schmidt.

Members Virtual: Tamara Millican-Wood, Del Bieroth and Jackie Lev.

Members Absent: Lincoln Roberts, Pat Bradley and Steve Janzen.

Staff Present: Alex Hogle (Planning Director), Levi Simonson (Planner I), and Michelle Schriock (Planning Clerk)

Others Present: Bob Stump (Town of Sheridan), Justin Houser (Houser Engineering), Brian Ashe (Yellowstone Mountain Club), Keeley Larson (Madisonian), Bradley Schwend (Owner, Rub View Subdivision) and Lewi Burton PE (Northern Rockies Engineering, Inc.)

Others Virtual: None.

3. Minutes:

- March 29, 2021 – Provided at meeting. Board will review and discuss via online, make any corrections and recommend approval to Planning Department.
- May 24, 2021

MOTION: To approve April 26, 2021 minutes with corrections. Moved by Schmidt; and seconded by Owen. Motion carried.

4. President's Comments: Would like to keep meeting more in a timely fashion, no late meetings.

5. Opportunity for Public Comment for items not on the agenda: No comments.

6. Statement of Conflict of Interest/Ex Parte Communications: No comments

7. Subdivision Regulations Review Committee:

Bieroth and Tussing – Thank the committee for the hard work provided for Batch 1 and stated a real nice job done on it with no additions or changes.

Hogle – For the record, the content of Batch 1 and other batches, the 2021 Legislative updates will be included.

Motion: To approve Batch 1 of the Subdivision Regulations. Moved by Bieroth; and seconded by Owens. Motion carried.

8. *Agenda Item #10 was moved to this time while waiting for Planning Board quorum. Hogle discussed handout provided to the board and how the formatting of Staff Reports are affected by SB 174. The specific requirements for conditions of approval 76-3-608(3)(a) Criteria for Local Government Review and 76-3-620 Review Requirements – written statements have been amended. This will be discussed further in Batch 2 of the Subdivision Regulation Committee meetings.
9. **Open Public Hearing 6:09 p.m.**

Public Hearing: MPP-21-02 Big Springs Village Subdivision Phase 2 Preliminary Plat Application

Tussing read the Statement of Process of Rights: The review process is directed by state statute and procedural rules. Rules help guarantee the rights of all parties to be fairly heard and give the Board full opportunity to deliberate on the proposal.

Hogle requested that Staff Report MPP-21-02 Big Springs Village Subdivision be placed on record. He reviewed the Preliminary Plat application for a five-lot, 50-unit residential condominium development of 15.43 acres comprised of four multi-family lots and one 1.84 acre open space lot which would be accessed primarily via Chalet Road and American Spirit Road and served by extensions of existing public water and wastewater systems. It is located within the Big Springs Village Overall Development Plan and Planned Unit Development area, the proposed subdivision is directly south of previously platted Big Springs Village Phase 1B, which is the 'village core area' of Yellowstone Mountain Club. The preliminary plat and submitted application materials indicate Lots 1-4 would be developed with five multi-family structures. Lot 1 will consist of five (5) attached residential condominiums; Lot 2 will consist of twenty-seven (27) attached residential condominiums within two structures; Lot 3 will consist of twelve (12) attached residential condominiums within one structure; Lot 4 will consists of six (6) attached residential condominiums within one structures. Lot 1 is currently developed with a structure which accommodates the Public Safety and Privacy Incorporated (PSPI), and that structure is planned to be re-purposed into the five proposed dwelling units. There is a man-made pond southwest of the site and on the north side of the Muddy Creek and its confluence with Third Yellow Mule Creek, near where the bridge to the Eglise Subdivision is located. The structures are located over 100-feet from the creek. Most structures will have underground parking and developed with pedestrian pathways and ski trails to minimize traffic congestion. The preliminary plat indicates existing road and utility easements to serve the subdivision: American Spirit Road, Chalet Road, Warren's Way, and Seven Bears Trail are situated within 60' wide road and utility easements; Lot 1 would be served by existing water and sewer utilities and Lots 2-4 would be served by re-aligned water and sewer utilities within proposed utility easements. Of note, this preliminary plat has an 80 working day statutory review period and that review period ends July 27, 2021.

Houser briefly summarized the proposal and queried any questions from the board members.

Gerth – What will the parking consist of? Houser – There will be some above ground but most parking will be underground.

Gerth – Are the storm drains existing and treated? Houser – Most of them are and the ones that are not are going to be replaced, upgraded, and treated.

6:25 p.m. Public Comment: None

Planning Board Discussion:

Schmidt – Still has concerns for wildlife but commended Houser on the safety guidelines set for residents. Houser – A 2021 wildlife study is in the process.

Motion to adopt the findings of fact. Moved by Schmidt; and seconded by Bieroth. Motion carried.

Motion to recommend approval of the preliminary plat subject to the standard and subdivision specific conditions of approval outlined in the staff report. Moved by Millican-Wood; and seconded by Schmidt. Motion carried.

Closed Public Hearing 6:36 p.m.

Open Public Hearing 6:37 p.m.

Public Hearing: MPP-21-03 Pioneer Point Subdivision Phase 2 Preliminary Plat Application

Tussing read the Statement of Process of Rights: The review process is directed by state statute and procedural rules. Rules help guarantee the rights of all parties to be fairly heard and give the Board full opportunity to deliberate on the proposal.

Simonson requested that Staff Report MPP-21-03 be placed on record. He reviewed the Preliminary Plat application. A residential condominium development comprised of one 4.1-acre condominium lot containing two (2) duplex buildings containing a total of four (4) condominium units. The lot will be accessed from Dall Drive via Cabin Road which also provides access to Pioneer Point Subdivision and proposed to be served by existing public water and wastewater systems. This proposal will be reviewed as a First Minor Subdivision. The property is located southeast of the American Spirit Development, west of the Pioneer Point Subdivision and west of the Big Springs Development within the Yellowstone Mountain Club near Big Sky, Montana. The subject property is legally described as an unplatted tract of land. The proposed construction site abuts a ski run which will be modified to provide a suitable construction site for the condominium building with the remainder of the site consisting primarily of timbered land. The Subdivision is proposed to be served by existing public water and wastewater systems. Extensions of the existing Pioneer Point Subdivision public water supply/distribution mains will provide domestic and firefighting water supply and extensions of the Pioneer Point Subdivision sewer mains will be the means to convey wastewater offsite for treatment.

Houser briefly summarized the proposal and queried any questions from the board.

Tussing – Is there an extra structure at the base of the hill to support the sloping? How is it going to be retained – held up? Houser – We will be cutting into the man-made material slope previously used as a ski run. It will be modified to provide a suitable construction site for the condominium building with the remainder of the site consisting primarily of timbered land.

6:44 p.m. Public Comment: None

Planning Board Discussion: None

Motion to adopt the findings of fact. Moved by Bieroth; and seconded by Millican-Wood. Motion carried.

Motion to recommend approval of the preliminary plat subject to the standard and subdivision specific conditions of approval outlined in the staff report. Moved by Schmidt; and seconded by Owens. Motion carried.

Closed Public Hearing 6:47 p.m.

10. Pre-Application Ruby View Subdivision

Tussing – Nothing stated by the Planning Board or the Planner during this pre-application discussion shall bind the governing body in its decision on the proposal.

Hogle provided an overview of the pre-application. The project is located within the Town of Sheridan along the western town boundary between West Poppleton Street and Water Street on 18.59 acres. The major subdivision would create forty- five (45) residential lots conceptually to be served by municipal water and sewer. The subdivision would have two approaches with an internal road network, one open space lot and one conceptual centralized park area. Concerns were noted during the pre-application meeting associated with 'average daily trips; (ADT) creating a substantial increase of traffic onto the local roads and intersections. As this is located ¼ mile west of Highway 287, Montana Department of Transportation should be solicited for comment on traffic implications. The environmental assessment should address traffic impacts in detail. Also of note were the water and sewer, irrigation/water rights, surface water, plats/lots and plat/park. Hogle noted the different concerns should be researched further including a 'will serve' letter from the Town of Sheridan for the water and sewer capacity and the ability to provide services. The plat shows a 'wet area/spring' existing on Lot 35 and an existing waterline traverses across two lots to its endpoint on Lot 32. The waterline appears problematic with regard to the practical utility of the affected lots. The waterline should be relocated, removed, or the lots be reconfigured and the waterline placed within a proposed utility easement. Reconfiguring lot configuration adjacent to the West Poppleton Street approach could minimize impacts to existing neighboring residences. The park may have better use if it fronted a road and wasn't confined within the interior lots. It seems the park should be situated around the spring.

Planning Board Discussion:

Bieroth – The irrigation ditch serves two users below, are those users going to be included for input regarding this subdivision? Hogle – yes, they would be considered adjacent landowners and would be notified via certified mail for public comment.

Gerth – Provided consideration of a variation of the size of the lots, access to the parkland and responsibility of maintenance, re-blocking the subdivision to a standard block format for consistency with the rest of the town, concerns about Lot #16 needing to be reviewed as the limited street frontage wouldn't accommodated EMS/OEM vehicles in the case of an emergency if there wasn't access from the railroad right of way, as well as the lot being split by an overhead power line. Suggested using in lieu money for park dedication rather than adding another park in need of money and time.

Sheridan Mayor, Bob Stump was in favor of this.

Schwend – They're willing and open to review all options.

11. Unfinished Business:

Hogle – Sheridan Growth Policy Resolution to Adopt will need to be recorded with the Clerk & Recorder's Office. Resolution 1-2021 'A Resolution Recommending Adoption of the Town of Sheridan Growth Policy Update 2021'

Motion to adopt the Sheridan Growth Policy Update 2021. Moved by Schmidt; and seconded by Owens. Motion carried.

Schmidt – Annual Report is behind for fiscal year 2019-2020. Hogle -the Planning office is in it's busy season and won't be able to get it done for June's meeting.

Gerth – Updated the board that she is still working on the Road Standards.


13. Planning Board Member Reports

Laufenberg – A new administrator has been hired for the Madison Conservation District.

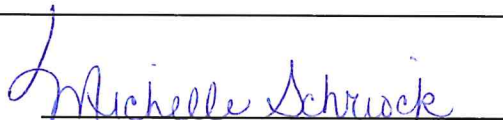
Discussion of ownership and maintenance responsibilities of Axolotyl Lake Road.

14. Adjournment

The meeting was adjourned at 7:58 p.m.



Darlene Tussing, President



Michelle Schriock, Secretary